

the previous calendar year, then you do not have a reporting requirement for the location under paragraph (b) of this section.

(ii) If your location ceases to engage in activities subject to the APR reporting requirements described in paragraph (a) of this section, and you have not previously reported this to BIS, you must submit an *Annual Update Report* covering the calendar year in which you ceased to engage in such activities.

(iii) Closed-down mines should be reported only once.

(c) *Import Confirmation Report.* You must complete Forms AP-1, AP-2 and AP-14 for each import of equipment or non-nuclear material identified in supplement no. 3 to this part and submit these forms to BIS, as provided in §782.6 of the APR, if BIS sends you written notification requiring that you provide information concerning imports of such equipment and non-nuclear material. These Forms must be submitted within 30 calendar days of the date that you receive written notification of this requirement from BIS (see supplement no. 1 to this part). BIS will provide such notification when it receives a request from the IAEA for information concerning imports of this type of equipment or non-nuclear material. The IAEA may request this information to verify that you received specified equipment or non-nuclear material that was shipped to you by a person, organization, or government from a foreign country.

(d) *Supplemental Information Report.* You must complete Forms AP-1, AP-2 and AP-15 and submit them to BIS, as provided in §782.6 of the APR, if BIS sends you written notification requiring that you provide information about the activities conducted at your location, insofar as relevant for the purpose of safeguards. These Forms must be submitted within 15 calendar days of the date that you receive written notification of this requirement from BIS (see supplement no. 1 to this part). BIS will provide such notification only if the IAEA specifically requests amplification or clarification concerning any information provided in the U.S. Declaration based on your report(s).

(e) *Reportable location.* A location that must submit an *Initial Report*, *Annual Update Report*, or *No Changes Report* to BIS, pursuant to the requirements of this section, is considered to be a reportable location with declared activities.

#### § 783.2 Amended reports.

In order for BIS to maintain accurate information on previously submitted reports, including information necessary for BIS to facilitate complementary access notifications or to communicate reporting requirements under the APR, *Amended Reports* are required under the circumstances described in paragraphs (a), (b), and (d) of this section. This section applies only to changes affecting *Initial Reports* and *Annual Update Reports* that were submitted to BIS in accordance with the requirements of §783.1(a) and (b) of the APR. The specific report forms that you must use to prepare and submit an *Amended Report* will depend upon the type of information that you are required to provide, pursuant to this section.

(a) *Changes to activity information.* You must submit an *Amended Report* to BIS within 30 calendar days of the time that you discover an error or omission in your most recent *Initial Report* or *Annual Update Report* that involves information concerning an activity subject to the reporting requirements described in §783.1(a) or (b) of the APR. Use Form AP-1, and any applicable report forms indicated for the activities identified in §783.1(a) of the APR, to prepare your *Amended Report*. Submit your *Amended Report* to BIS, as provided in §782.6 of the APR.

(b) *Changes to organization and location information that must be maintained by BIS—(1) Internal organization changes.* You must submit an *Amended Report* to BIS within 30 calendar days of any change in the following information (use Form AP-1 to prepare your *Amended Report* and submit it to BIS, as provided in §782.6 of the APR):

(i) Name of report point of contact (R-POC), including telephone number, facsimile number, and e-mail address;

(ii) Name(s) of complementary access point(s) of contact (A-POC), including

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telephone number(s), facsimile number(s) and e-mail address(es);

(iii) Organization name;

(iv) Organization mailing address;

(v) Location owner, including telephone number, and facsimile number; or

(vi) Location operator, including telephone number, and facsimile number.

(2) *Change in ownership of organization.* You must submit an *Amended Report* to BIS if you sold a reportable location or if your reportable location went out of business since submitting your most recent *Initial Report*, *Annual Update Report*, or *No Changes Report* to BIS. You must also submit an *Amended Report* to BIS if you purchased a reportable location that submitted an *Initial Report*, *Annual Update Report*, or *No Changes Report* to BIS for the most recent reporting period, as specified in § 783.1(a) and (b) of the APR. Submit your *Amended Report* to BIS, as provided in § 782.6 of the APR, either before the effective date of the change in ownership or within 30 calendar days after the effective date of the change.

(i) The following information must be included in an *Amended Report* submitted to BIS by an organization that is selling or that has sold a reportable location (use Forms AP-1 and AP-16 to prepare your *Amended Report*—address specific details regarding the sale of a reportable location in Form AP-16):

(A) Name of seller (i.e., name of the organization selling a reportable location);

(B) Reporting Code (this code will be assigned to your location and reported to you by BIS after receipt of your *Initial Report*);

(C) Name of purchaser (i.e., name of the new organization/owner purchasing a reportable location) and name and address of contact person for the purchaser, if known;

(D) Date of ownership transfer or change;

(E) Additional details on the sale of the reportable location relevant to ownership or operational control over any portion of the reportable location (e.g., whether the entire location or only a portion of the reportable location has been sold to a new owner); and

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(F) Details regarding whether the new owner of a reportable location will submit the next report for the entire calendar year in which the ownership change occurred, or whether the previous owner and new owner will submit separate reports for the periods of the calendar year during which each owned the reportable location.

(ii) The following information must be included in an *Amended Report* submitted to BIS by an organization that is purchasing or that has purchased a reportable location (use Forms AP-1 and AP-2 to prepare your *Amended Report*):

(A) Name of purchaser (i.e., name of the new organization/owner purchasing a reportable location) and name and address of contact person for the purchaser;

(B) Details on the purchase of the reportable location relevant to ownership or operational control over any portion of the reportable location (e.g., whether the purchaser intends to purchase and to maintain operational control over the entire location or only a portion of the reportable location); and

(C) Details on whether the purchaser intends to continue existing civil nuclear fuel cycle-related activities at the reportable location or to cease such activities during the current reporting period.

(iii) If the new owner of a reportable location is responsible for submitting a report that covers the entire calendar year in which the ownership change occurred, the new owner must obtain and maintain possession of the location's records covering the entire year, including those records for the period of the year during which the previous owner still owned the property.

NOTE 1 TO § 783.2(B): *Amended Reports* that are submitted to identify changes involving internal organization information or changes in ownership are used only for internal U.S. Government purposes and are not forwarded to the IAEA. BIS uses the information it obtains from *Amended Reports* to update contact information for internal oversight purposes and for IAEA complementary access notifications.

NOTE 2 TO § 783.2(B): For ownership changes, the reportable location will maintain its original Reporting Code, unless the location is sold to multiple owners, at which time BIS will assign a new Reporting Code.

(c) *Non-substantive changes.* If you discover one or more non-substantive typographical errors in your *Initial Report* or *Annual Update Report*, after submitting the report to BIS, you are not required to submit an *Amended Report* to BIS. Instead, you may correct these errors when you submit your next *Annual Update Report* to BIS.

(d) *Amendments related to complementary access.* If you are required to submit an *Amended Report* to BIS following the completion of complementary access (see Part 784 of the APR), BIS will notify you, in writing, of the information that must be amended pursuant to § 784.6 of the APR. Complete and submit Form AP-1 (organization information) and/or the specific report forms required by section 783.1(a) or (b) of the APR, according to the type(s) of activities for which information is being requested. You must submit your *Amended Report* to BIS, as provided in § 782.6 of the APR, no later than 30 calendar days following your receipt of BIS's post complementary access letter.

(e) *Option for submitting amended reports in letter form.* If you are required to submit an *Amended Report* to BIS, pursuant to paragraph (a), (b), or (d) of this section, BIS may permit you to submit your report in the form of a letter that contains all of the corrected information required under this section. Your letter must be submitted to BIS, at the address indicated in § 782.6 of the APR, no later than the applicable due date(s) indicated in this section (also see Supplement No. 1 to this Part).

**§ 783.3 Reports containing information determined by BIS not to be required by the APR.**

If you submit a report and BIS determines that none of the information contained therein is required by the APR, BIS will not process the report and will notify you, either electronically or in writing, explaining the basis for its decision. BIS will not maintain any record of the report. However, BIS will maintain a copy of the notification.

**§ 783.4 Deadlines for submission of reports and amendments.**

Reports and amendments required under this part must be postmarked by the appropriate date identified in supplement no. 1 to this part 783. Required reports and amendments include those identified in paragraphs (a) through (g) of this section.

(a) *Initial Report:* Submitted by a location that commenced one or more of the civil nuclear fuel cycle-related activities described in § 783.1(a) of the APR during the previous calendar year, but that has not yet reported such activities to BIS. However, *Initial Reports* that are submitted to BIS during calendar year 2008 must describe only those activities in which you are engaged as of October 31, 2008, *except that* the description of activities involving uranium hard-rock mines must include any such mines that were closed down during calendar year 2008 (up to and including October 31, 2008), as well as mines that were in either operating or suspended status on October 31, 2008 (see § 783.1(a)(3)(i) of the APR).

(b) *Annual Update Report:* Submitted by a reportable location—this report describes changes to previously reported (i.e., declared) activities and any other reportable civil nuclear fuel cycle-related activities that took place at the location during the previous calendar year.

(c) *No Changes Report:* Submitted by a reportable location, in lieu of an *Annual Update Report*, when there are no updates or changes to any information, excluding the certifying official and dates signed and submitted, since the previous report submitted by that location.

(d) *Import Confirmation Report:* Submitted in response to a written notification from BIS, following a specific request by the IAEA.

(e) *Supplemental Information Report:* Submitted in response to a written notification from BIS, following a specific request by the IAEA.

(f) *Amended Report:* Submitted by a reportable location to report certain changes affecting the location's most recent *Initial Report* or *Annual Update Report*.